

CHAPTER 1  
INTRODUCTION

A. PURPOSE

1 This Manual reissues DoD 5000.52-M and implements DoD Directive 5000.52. (references (m) and (h)).

2. This Manual establishes the DoD Acquisition Career Development Program. It includes procedures for effective career development of the acquisition workforce in the Department of Defense and incorporates the requirements of 10 U. S. C. Chapter 87 (reference (d)). The program establishes experience, education, and training standards for specific acquisition workforce position categories and career fields, provides for certification guidelines of acquisition workforce members, and provides career paths for the acquisition workforce.

3. This Manual provides information, guidance, and requirements for improving the management and professionalism of the acquisition workforce by:

a. Developing, on a long term-basis, a highly qualified diverse workforce capable of performing current and future DoD acquisition functions.

b. Meeting current and future DoD needs for acquisition personnel and providing capable replacements for senior acquisition positions on a planned, and systematic basis.

c. Increasing the proficiency of DoD acquisition personnel in their present positions and providing guidance and opportunities for broadening experiences and progression commensurate with their abilities.

d. Ensuring effective use of training and education resources.

B. RESPONSIBILITIES

1. Component Heads shall

a. Implement this career development program in their organizations subject to the policy in reference (h).

b. Ensure their acquisition workforce members receive the mandatory experience, education and training required by this Manual.



2. The Director of Acquisition Education, Training, and Career Development (AET&CD) in administering the DoD Acquisition Career Development Program shall:

a. Establish and publish experience, education, and training standards for each acquisition career field in conjunction with the DoD Components, the DACMS and with the advice of the DoD career management functional boards. Standards shall be designated as “mandatory” or “desired.”

b. Identify and publish career paths for military and civilian personnel who wish to pursue careers in acquisition. The career paths shall be in terms of the assignments, experience, education, and training necessary for career progression of civilians and members of the Armed Forces to the most senior acquisition positions (10 U.S.C. 1722(a) reference (d)). Military Departments may establish a separate career development program(s) for Reserve Components and the National-Guard.

c. Identify, establish, and publish assignment specific and continuing education courses. Assignment specific courses are mandatory to perform a specific set of duties or a specific work assignment and can cross many career paths. To provide ongoing professional development and continuing education, courses shall be established in coordination with the DACMS and the DoD functional boards to maintain currency in the acquisition career fields.

3. The DACMS shall assist the CAE in implementing the Acquisition Career Development Program. The DACM shall be the single point of contact, within that Component, for interfacing with the Director, AET&CD, the USD(A&T), and the President of the DAU. The DACM is responsible for administering the policies contained in this Manual.

## C. IMPLEMENTATION

The experience, education, and training standards listed in the applicable career path tables of this Manual are effective immediately. Individuals previously certified under the authority of DoD 5000.52-M, November 1991, (reference (m)) retain their certification level. Also see chapter 2, subsection D.5.

## D. PLANNING FOR CAREER DEVELOPMENT

1. Planning. Planning is a key element in successful career development and career progression. Career- development plans shall be developed for military and civilian acquisition personnel (10 U.S. C. 1722 of reference (d)). The career paths in the Appendices A through I shall be used as a guide when developing career development plans.

2. **Military Personnel.** Procedures for career development plans for military personnel are established by each Service. Career development plans for military personnel in the acquisition workforce shall incorporate the standards in this Manual.

3. **Civilian Personnel.** An IDP (or its equivalent) shall be prepared for each civilian member of the acquisition workforce, until, minimally, certification at Level III is achieved. IDPs shall be prepared with the assistance, advice, and review of his or her supervisor, personnel office, and career advisor. In the IDP, the employee and supervisor document the employee's short-range and long-range career goals, developmental objectives, training, and development toward those goals and objectives, and desired future developmental activities or assignments.